

Person Specification

Apprentice Teaching Assistant

	Essential	Desirable
Qualifications, Knowledge and Skills	<ul style="list-style-type: none"> • Good level of education (GCSE Maths and English, NVQ or relevant experience). 	
Personal Development and Additional Learning	<ul style="list-style-type: none"> • Ability to work with a wide range of people. • Ability to work as part of a proactive team as well as on your own initiative. • Ability to stay calm and controlled under pressure. • Good organisational skills 	<ul style="list-style-type: none"> • A proficient level of competency in IT systems including Microsoft Office.
Experience and Personal Attributes	<ul style="list-style-type: none"> • Ability to form and maintain appropriate relationships and personal boundaries with young people. • Ability to communicate effectively and concisely both in verbal and written form. 	
Commitment	<ul style="list-style-type: none"> • A commitment to the values and vision of Maltby Learning Trust. • Commitment to professional development and willingness to attend training courses. • Commitment to diversity and equality of opportunity in all working practices. 	
Attendance	<ul style="list-style-type: none"> • A good attendance record in current employment, (not including absences due to disability). 	
Written application	<ul style="list-style-type: none"> • A well-constructed and concise application showing evidence of knowledge, planning and enthusiasm for the role and for the Academy within the Maltby Learning Trust. 	

****The postholder is required to ensure they have the appropriate business insurance to meet the requirements of the post.***

